



**SAN RAFAEL PLANNING COMMISSION  
REGULAR MEETING MINUTES  
TUESDAY, July 28, 2020, 7:00 P.M.**

**Virtual Meeting  
(669) 900-9128  
Meeting ID: 897-5534-1830#**

**CORONAVIRUS (COVID-19) ADVISORY NOTICE**

*In response to Executive Order N-29-20, the City of San Rafael will no longer offer an in-person meeting location for the public to attend. This meeting will be streamed live through YouTube. Comments submitted via YouTube must be submitted according to the directions located on the YouTube video description. The City is not responsible for any interrupted service. To ensure the Planning Commission receives your comments, submit written comments to the Alicia Giudice, Principal Planner ([alicia.giudice@cityofsanrafael.org](mailto:alicia.giudice@cityofsanrafael.org)), prior to the meeting. For more information regarding real-time public comments, please visit our Live Commenting Pilot page at <https://www.cityofsanrafael.org/live-commenting-pilot/>.*

*Want to listen to the meeting and comment in real-time over the phone? Contact the City Clerk's office at 415-485-3066 or by email to [lindsay.lara@cityofsanrafael.org](mailto:lindsay.lara@cityofsanrafael.org) to learn more about participation by telephone.*

*Any member of the public who needs accommodations should contact the City Clerk (email [lindsay.lara@cityofsanrafael.org](mailto:lindsay.lara@cityofsanrafael.org) or phone at 415-485-3066) who will use their best efforts to provide reasonable accommodations to provide as much accessibility as possible while also maintaining public safety in accordance with the City procedure for resolving reasonable accommodation requests.*

Present: Chair Mercado  
Commissioner Davidson  
Commissioner Loughran  
Commissioner Lubamersky  
Commissioner Previtali  
Commissioner Samudzi  
Commissioner Saude

Absent: None.

Also Present: Raffi Boloyan, Planning Manager  
Renee Nickenig, Assistant Planner

**CALL TO ORDER**

Chair Mercado called the meeting to order at 7:02 p.m., invited Planning Manager Raffi Boloyan to call the roll and welcomed two new Commissioners Saude and Previtali to their first meeting as Planning Commissioners.

**APPROVAL OR REVISION OF ORDER OF AGENDA ITEMS**

None.

## **PUBLIC NOTIFICATION OF MEETING PROCEDURES**

Chair Mercado invited Planning Manager Raffi Boloyan who informed the community the meeting would be streamed live to YouTube and members of the public would provide public comment either on the telephone or through YouTube live chat. He explained the process for community participation through the telephone and on YouTube.

Chair Mercado reviewed the procedures for the meeting.

## **URGENT COMMUNICATION**

None.

## **CONSENT CALENDAR**

Commissioner Lubamersky moved and Commissioner Davidson seconded to approve the Consent Calendar.

Chair Mercado invited public comment; however, there was none.

1. Minutes, June 23, 2020  
*Minutes approved as submitted.*

AYES: Commissioners: Davidson, Loughran, Lubamersky, Samudzi & Chair Mercado  
NOES: Commissioners: None  
ABSENT: Commissioners: None  
ABSTAIN: Commissioners: Previtali, Saude

Motion carried 5-0

## **PUBLIC HEARING**

### **2. 10 Paul Drive.**

Request for a Use Permit to allow a medical office (ophthalmology practice) within an existing 2,378 sq. ft. office space. The property is zoned Light Industrial/Office, which allows for conditional use of a medical office, with approval by the Planning Commission; APN: 155-151-35; Light Industrial/ Office (LI/O) District; Najafi Mohsen & Azaranu 2001 Trust Etal, Najadi Mohsen /TR/ & Etal, owners; Kathryn Najafi-Tagol, applicant. File No. UP20-008. Project Planner: Renee Nickenig

Renee Nickenig, Assistant Planner, presented the staff report.

Staff responded to questions from the Commissioners.

Applicant Kathryn Najafi-Tagol gave a presentation.

Chair Mercado declared the public hearing opened. There being no comment from the audience, Chair Mercado closed the public hearing.

The applicant responded to questions from the Commissioners. Commissioners provided comments.

Commissioner Saude moved and Commissioner Davidson seconded to approve the project as presented.

AYES: Commissioners: Davidson, Loughran, Lubamersky, Previtali, Saude,  
Samudzi & Chair Mercado  
NOES: Commissioners: None  
ABSENT: Commissioners: None

Motion carried 7-0

### **DIRECTOR'S REPORT**

Planning Manager Raffi Boloyan welcomed new Commissioners Jon Previtali and Samina Saude to the Planning Commission and informed the Commission of an additional appointment of Commissioner Elias Hill who would commence his term in August. Planning Manager Boloyan expressed thanks on behalf of staff for Commissioner Loughran's work on the Commission and years fo service.

Planning Manager Boloyan provided updates on the following items:

- Future Planning Commission agenda items
- City budget impacts on Community Development Department due to COVID-19
- Design Review Board subcommittee
- City staff furlough schedule and impact on Planning Commission meetings

### **COMMISSION COMMUNICATION**

Staff responded to request for an update of upcoming large projects and commented on status of active large projects.

### **ADJOURNMENT**

Chair Mercado adjourned the meeting at 7:48 p.m.

*Any records relating to an agenda item, received by a majority or more of the Commission less than 72 hours before the meeting, shall be available for inspection online. Sign Language interpreters may be requested by calling (415) 485-3066 (voice), emailing [Lindsay.lara@cityofsanrafael.org](mailto:Lindsay.lara@cityofsanrafael.org) or using the California Telecommunications Relay Service by dialing "711", at least 72 hours in advance of the meeting. Copies of documents are available in accessible formats upon request.*

*The Planning Commission will take up no new business after 11:00 p.m. at regularly scheduled meetings. This shall be interpreted to mean that no agenda item or other business will be discussed or acted upon after the agenda item under consideration at 11:00 p.m. The Commission may suspend this rule to discuss and/or act upon any additional agenda item(s) deemed appropriate by a unanimous vote of the members present. Appeal rights: any person may file an appeal of the Planning Commission's action on agenda items within five business days (normally 5:00 p.m. on the following Tuesday) and within 10 calendar days of an action on a subdivision. An appeal letter shall be filed with the City Clerk, along with an appeal fee of \$350 (for non-applicants) or a \$4,476 deposit (for applicants) made payable to the City of San Rafael, and shall set forth the basis for appeal. There is a \$50.00 additional charge for request for continuation of an appeal by appellant.*